

FY08 Monitoring Tool
Bureau of Environmental Regulations
and Licensure

Agency _____

Date _____

BERL Staff _____

LPHA Staff _____

Administrative Review

☐ Yes

☐ No

Environmental Monitoring Tool

(Environmental Health Only)

<p>4.2.2</p> <p>Flagged</p> <p><input type="checkbox"/></p>	<p>There is evidence to verify that each professional staff member performing duties related to Environmental Public Health, Communicable Disease Prevention, Veterinary Public Health, Tuberculosis, Immunizations, Nutritional Health, or Chronic Disease Prevention/Health Promotion has participated in at least one training/educational activity in the past 24 months to maintain expertise appropriate to his/her level of responsibility and has current references available.</p>
<p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> 3. All staff performing disease investigation and/or environmental health duties has attended training and/or an educational activity within the previous twenty-four (24) months.</p> <p><input type="checkbox"/> <input type="checkbox"/> 4. Environmental Health Operational Guidelines (EHOG) and Communicable Disease Investigation Reference Manual (CDIRM) are available/present; American Public Health Association Control of Communicable Diseases Manual and American Academy of Pediatrics "Red Book" are available and current.</p>	
<p>Notes:</p>	
<p>Monitor March 8, 2008 and as deemed appropriate.</p>	
<p>4.2.3A</p> <p>Flagged</p> <p><input type="checkbox"/></p>	<p>There is a system in place to routinely inspect and provide appropriate follow up of regulated facilities. Regulated facilities include, but are not limited to, restaurants, cafeterias, catering operations, convenience stores, taverns, bakeries, delicatessens, meat markets, meat cutting operations, senior citizen centers, retail grocery stores, salvage operations, food pantries, food processing, and lodging establishments. Inspections shall conform to the guidance available in the EHOG, state statutes, rules and/or local ordinances as recognized by the Department.</p>
<p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> 5. A plan, policy or local ordinance is in place that provides guidance for conducting routine and follow up inspections of regulated facilities.</p> <p><input type="checkbox"/> <input type="checkbox"/> 6. All regulated facilities are identified and included in plan, policy or local ordinance.</p> <p><input type="checkbox"/> <input type="checkbox"/> 7. The plan, policy or local ordinance used to conduct inspections is equal to or more stringent than the EHOG and/or appropriate state statutes and rules.</p> <p><input type="checkbox"/> <input type="checkbox"/> 8. The plan, policy or local ordinance is being implemented.</p>	
<p>Notes:</p>	
<p>Monitor March 8, 2008 or as deemed appropriate.</p>	

4.2.3A1 Flagged <input type="checkbox"/>	There is evidence to verify that education/consultative activities have been provided to regulated facilities, their employees, and the public. The LPHA shall maintain documentation of such activities.
Y N <input type="checkbox"/> <input type="checkbox"/> 9. Evidence exists of education/consultative activities provided to regulated facilities and to their employees. <input type="checkbox"/> <input type="checkbox"/> 10. Evidence exists of education/consultative activities provided to the public.	
Notes:	
Monitor March 8, 2008 or as deemed appropriate.	
4.2.3A2 Flagged <input type="checkbox"/>	There is evidence to verify that the owners/operators and employees of regulated facilities have been informed of regulation/policy changes that impact their operations.
Y N <input type="checkbox"/> <input type="checkbox"/> 11. Evidence exists of regulated facilities being notified of revisions to regulations and/or policies that impact their operations.	
Notes:	
Monitor March 8, 2008 or as deemed appropriate.	
4.2.3B Flagged <input type="checkbox"/>	There is evidence to verify that the LPHA appropriately responded and provided follow up to situations where the safety of food, drugs, or water were suspect; including fires, floods, and transportation accidents where embargo and/or voluntary or mandatory destruction might have been necessary. In addition, there is evidence of the timely removal of any unsafe food, drugs, or water from commerce (embargo).
Y N <input type="checkbox"/> <input type="checkbox"/> 12. Evidence exists of appropriate response and follow up to emergencies. <input type="checkbox"/> <input type="checkbox"/> 13. Embargoes are implemented when necessary. <input type="checkbox"/> <input type="checkbox"/> 14. Unsafe food, drugs and water removed from commerce in a timely manner.	
Notes	
Monitor March 8, 2008 or as deemed appropriate.	
4.2.3C Flagged <input type="checkbox"/>	There is evidence to verify the appropriate response/investigation to complaints related to sewage disposal, regulated facilities, food, water or drugs.
Y N <input type="checkbox"/> <input type="checkbox"/> 15. Complaints related to sewage disposal, regulated facilities, food, drugs or water are being investigated in a timely manner. <input type="checkbox"/> <input type="checkbox"/> 16. Response to complaints are documented and maintained. <input type="checkbox"/> <input type="checkbox"/> 17. Response to complaints in accordance with EHO.	
Notes	
Monitor March 8, 2008 and when appropriate based on last review.	

4.2.3D Flagged <input type="checkbox"/>	There is evidence to verify staff who are responsible for environmental public health activities, receive an orientation to environmental public health activities in Missouri within twelve (12) months of their hire date.
Y N <input type="checkbox"/> <input type="checkbox"/> 18. New employee attended orientation within twelve (12) months of their hire date.	
Notes	Name of Employee: _____ Date Hired: ____/____/_____ Name of Employee: _____ Date Hired: ____/____/_____
Monitor March 8, 2008 or as deemed appropriate. 	

Date of Review _____

Reviewer _____
LPHA Administrator or
Designee _____